

Community Supervision Standards  Juvenile Justice Authority State of Kansas	<b>CHAPTER:</b>  <b>ADMINISTRATION</b>	<b>STANDARD NO.</b>  <b>CSS-01-107</b>
	<b>SUBJECT:</b>  <b>NON-ADMINISTRATIVE AND SUPERVISORY STAFF TRAINING</b>	<b>PAGE:</b> 1 of 1
<b>REFERENCES:</b> None		<b>DATE ADOPTED:</b> 7/1/06 <b>DATE REVIEWED:</b>

**STANDARD:** Written policy, procedure and practice requires the annual completion of forty (40) staff development hours by all full-time non-administrative and supervisory staff of the Community Supervision Agency. Twenty (20) hours of training shall be required for part-time non-administrative staff.

At least eight (8) hours of supervisory training shall be related to management, leadership, and/or supervisory skills.

All completed training shall be documented in accordance with agency policy and procedure.

**DISCUSSION:** Ongoing training in topics relevant to an employee's position enables management to sharpen their skills, familiarize themselves with new developments in the field, and reinforce their knowledge and understanding of the fundamentals of their job performance.

**NOTE:** The standards and procedures set forth herein are intended to establish operational guidelines for community supervision agencies and their employees/contractors and juveniles under supervision. They are not intended to establish state created liberty interests for community supervision agencies or their employees/contractors, or supervised juveniles, or an independent duty owed by the Juvenile Justice Authority to community supervision agencies, or their employees/contractors, supervised juveniles or third parties. This standard and procedure is not intended to establish or create new constitutional rights or to enlarge or expand upon existing constitutional rights or duties.